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11 March 1971

MEMORANDUM FOR THE RECORD

SUBJECT: Planning of Headquarters (excerpts) File #1

17 Dec 1954 Established Steering Committee - Chairman, Col. White with

DD/I	General Counsel
DD/P	Dir of Security
Inspector General	Comptroller
Ass't Dir Commo	Chief, Logistics
Dir of Training	Chief, Mgt Staff
Ass't Dir Personnel	Chief, RE&C-Secretary

22 Dec 54 Steering Committee Mtg. #1
(10 Jan 55
cover memo)

Item I Current Status of Selection of a Site-Chief, RE&C

Item II Preparation of Preliminary Plans - Chief, RE&C

8 July 55 Memo from Col. White, subject: Selection of a Subcommittee to
work on the Development of Definite Plans for a Permanent Head-
quarters Building to -

Office of Logistics - Chairman & Secretary
Office of Security
Office of Comptroller
Office of Inspector General
Management Staff

4 Oct 55 Steering Committee Mtg #3

a. Clark & Rapuano making studies of various sites, rec-
ommending 40 acres of additional land over and above planned
acreage.

b. Harrison & Abramovitz selected as Architect-Engineering
Agency working out details with GSA/PBS on matter of contracting
agent.

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Excluded from automatic
downgrading and
declassification

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c. Subcommittee appointed on Space Requirements and final report to be made to Steering Committee.

d. Chief, RE&C proposed organizational arrangement for accomplishing planning phase. Col. White to get DCI's approval.

19 Nov 55

Memo For: Each Member of the Subcommittee, subject: Subcommittee on Space Requirements for the New Headquarters Building.

Disestablishment of subject and the appointment of a "Building Planning Staff" with the same responsibilities. Space requirements and building costs established.

25 Apr 56

Steering Committee Mtg.

a. 22 members present including Mr. Dulles & Lt. Gen. Cabell

b. Approved exhibit center, hall of honor and 500-seat auditorium

c. Approved Relationship Diagram for Architect for locating fixed plants and elements closely associated with them. Minor changes to be made. Changes regarding certain units of DD/I & DD/P also may be made.

14 May 56

Minutes of Steering Committee

a. Certain DD/P, DD/I, and DD/S units to remain outside Headquarters (Tab A)

b. Certain Printing Services be located in Headquarters.

c. 500-person auditorium to be designed so that it could be divided into smaller areas.

18 Sept 56

M/R Steering Committee - New Bldg Planning

a. Architect-engineer status discussed

b. Increased construction costs reduce size of bldg per GSA architects.

c. Elements left out of Hqs bldg discussed.

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- 15 Feb 57 Memo for Steering Committee - Cafeteria concession discussed
- 20 Feb 57 Memo For Steering Committee, subject, Status of Bldg Plans
Harrison & Abromovitz, GSA/PBS and Hqs BPS discuss architects'
plans within funds available.
- 26 Feb 57 Minutes of BSC
- a. Establish a Cafeteria Committee
 - b. Agency to request membership in GSI
 - c. Agency to request GSI to include GSI services in the new
Hqs. Bldg.
 - d. Bldg design changes were discussed due to increased
construction costs.
- 25 Mar 57 Minutes of BSC
- a. Tab A proposed element space assignments to be submitted
to DCI
- 16 Aug 57 Minutes of BSC
- a. Discussed Security Fencing, protective construction & bldg
features, parking facilities, ground floor windows, telephone
sections, staggered work hours and luncheons.
- 27 Nov 57 Minutes of BSC discussed
- a. Secure telephone service
 - b. Status of - clearing contract
work drawings
rough grading
 - c. concessions on the site

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